



**Trustees Annual Report, Accounts and  
Independent Examiners Report for the year  
ending 31 March 2022.**



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## Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
<b>From</b>	01	04	2021	<b>To</b>	31	03	2022

### Section A Reference and administration details

**Charity name** Opportunity Sports Foundation

**Other names charity is known by** OSF

**Registered charity number (if any)** 1142543

**Charity's principal address** 11 Worlington Close

Buckshaw Village

Chorley

**Postcode** PR7 7JU

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Farrell Kilbane	Trustee		
2	Shirley Banks	Treasurer		
3	Phil Entwistle	Chairman		
4				
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20				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

## Section B Structure / governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by current trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

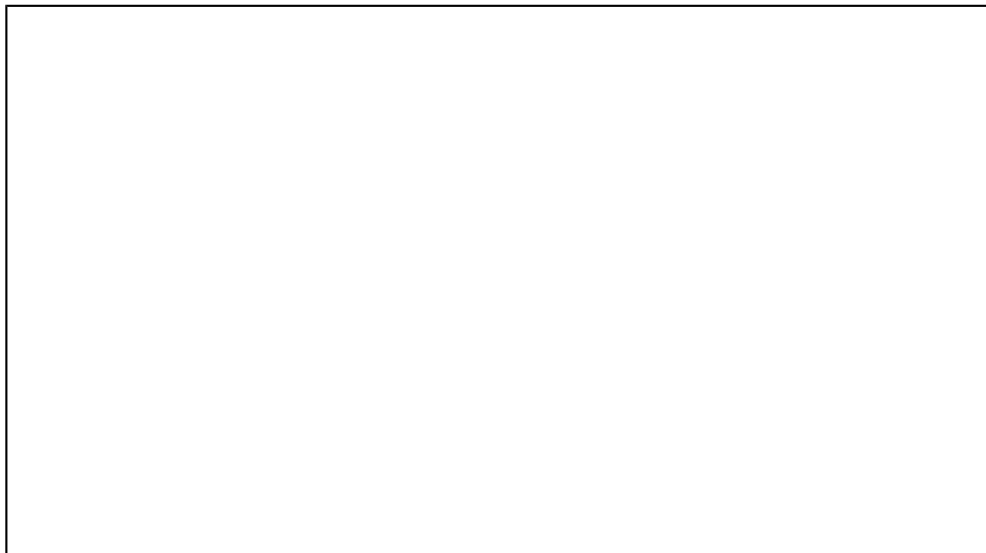
OSF holds a number of different policy and procedure documents including Covid19, child protection, vulnerable adults, safeguarding, health and safety and equal opportunities policies. OSF's policies and procedures are reviewed annually or as and when required.

OSF now has one part-time paid member of staff who is the Chief Executive Officer. All other staff are employed on a part time or voluntary basis.

OSF works closely with a number of professional bodies from across Lancashire and the UK including; Lancashire County Council, Blackburn with Darwen Borough Council, Lancashire Sport and Spotted. OSF has also built up very successful partnerships with local charities and organisations including; Nightsafe, The Inside Out Group, Lifeline, Lostock Hall Juniors FC, Progress Housing Association, Twin Valley Homes, Your Eaves Brook Housing and a number of local schools.

The charity holds no major risks to it's trustees however due to the sporting activities carried out by OSF, public liability insurance is at £5 million which insures all the charities activities. Thorough risk assessments are carried out before each activity in order to minimise any potential risks and hazards and to ensure all participants are in a safe environment.

Following the opening up of restrictions, we have been able to build relationships with schools once more. As well as maintaining our online presence and have been able to spend a lot of time individually with the young people that really needed it again.



## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

OSF's mission is; "To advance in life and help especially, but not exclusively, disadvantaged young people". OSF intends to do this through the following aims and objectives:

- a) Provide provision of sporting, recreational, and leisure time activities, provided in the interest of social welfare, designed to improve young people's conditions of life.
- b) Providing support and activities which help develop young people's skills, capacities and capabilities in order to positively participate in society as mature and responsible individuals.
- c) Acting as a resource for young people up to the age of 25 by providing programmes of physical, educational and other activities as a means of distraction to reduce; youth offending, drug and alcohol misuse, anti-social behaviour and crime in communities and unemployment.
- d) Signpost as many young people as possible via multi-agency working to further education, training and employment opportunities.
- e) To advance racial and religious harmony and equity and diversity among young people by arranging activities to encourage shared experienced and interest without reference to race, religious belief, sex, disability, nationality, ethnic or national origin or social background.

The trustees by resolution may amend the charity's aims and objectives should they see fit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Following the opening up of restrictions, we have been able to build relationships with schools again. Maintaining our much larger online presence and we have been once more been able to spend a lot of time individually with the young people most in need. This included providing far greater support to our older members and in particular the young people leaving care. This theme was maintained across all projects even when we were able to carry out large group work. The online presence means we were able to invest a lot more resources into staffing and provided the largest amount of staffing hours to date. Providing support to those that needed it most. We maintained links with the Welsh FA to providing Sports Coaching badges online and other online courses including literacy and numeracy. Although the majority of OSF's projects have been short term (one year or less), OSF has managed to sustain a substantial number of projects over a year which are continuing to run with great success. OSF's current projects and their public benefits include:

School Holiday Sports Camp – Each school holiday OSF runs a multi-sports camp which has benefitted over 500 boys and girls aged 5-12 from all ethnic and social backgrounds from the local area.

Addicted to Sport – This project is run for young who are either homeless or have drug, substance or alcohol addictions aged 16-24. The project is run in partnership with Nightsafe a homeless centre in Blackburn and Lifeline a substance misuse charity based in Blackburn. The project allows Nightsafe and Lifeline to engage young people in their aims and objectives as well as treatment, and allows the participants to gain personal skills such as confidence, self-esteem and to socialise with others in similar situations. The participants are all awarded a Sports Leader Award and some selected participants are awarded their FA Level 1 Coaching Badge which makes the project sustainable as they then take on the role of the coach themselves.

Social Sport in partnership with Housing Associations – Sessions are run on a weekly basis in partnership with Progress Housing Association for young people aged 10-24. These sessions include a weekly netball session at Leyland Leisure Centre and a weekly football session at Bamber Bridge Leisure Centre. The session's aims are to; create community cohesion, decrease anti-social behaviour and crime within the community and to provide the young people of the community with something to do. Again selected participants are awarded their Level 1 Coaching Badge and therefore community coaches are created to sustain the sessions indefinitely.

Looked After Children's Sport – This project is run in partnership with Lancashire County Council for looked after children aged 5-19. The project educates the young people by awarding qualifications such as ASDAN and Sports Leader. OSF has also devised a mentoring scheme at this project whereby the older participants mentor the younger participants to increase participation and their confidence.

Leaving Care project. Following the pandemic we have offered an increased level of support to young people leaving care. We assess individual needs from reports by referrers, our key workers and self-report across the domains of housing, health and wellbeing, relationships, positive activities, finance, employment and education & training. Using sport as a tool to engage with and educate the young people to a point where

they are able to gain employment or further training. This is certainly an area we will look to build upon in the future.

Onside Project – Onside is in partnership with respite centres across Lancashire who provide respite, care and support for parents and carers of children aged 10-19 with severe disabilities. The project aims to increase participation in sport of young people living with disabilities, to make them feel included and to have fun and socialise with others in similar situations. The project signposts the young people to disability sport clubs in the local area to continue their participation in sport and physical activity.

Adult Social Club – Unfortunately we were unable to run this during the pandemic. We have kept in contact via online quiz's and phone calls.

Vulnerable Girls' Sport – This project is in partnership with Targeted Youth Support through the Young Peoples Service and is for vulnerable young girls aged 11-19. The project aims to increase their participation in sport and physical activity, increase their confidence and self-esteem and to allow an opportunity for vulnerable girls in similar situations to socialise and not feel as isolated. Signposting through to the project to FE, training and employment opportunities is available for the participants.

Social Housing Partnership – These activities are for young people aged 8-25 living on Social Housing Estates across Lancashire. The public benefit of the session is to reduce the number of anti-social behaviour incidents on the estates and to increase participation in sport and physical activity of the young people living on the estates.

Young Offenders Sessions – Currently OSF runs a number of activities for young offenders in the Lancashire area in partnership with the Youth Justice Service. These sessions include football, cross fit and boxing. The sessions are aimed at young people in danger of or already involved in crime aged 12-19. The benefits to the participants of this session are that it provides the young people with something positive to work towards and also teaches discipline, self-control and to channel any frustration or aggression in an appropriate and safe environment.

### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

OSF does not make grants. It seeks grants to provide a service for its beneficiaries.

OSF does not invest in anything other than equipment to carry out its activities.

OSF has a board of trustees. There is a Chief Executive Officer who plans and manages all projects on a part time basis. The accounts are prepared on a voluntary basis. OSF employed 18 part time youth workers to carry out projects as and when funding is available. The youth workers are qualified sports coaches and carry out all work set out in the grant application.

OSF has around 22 voluntary youth workers who help across all projects. OSF invests its time in young coaches training them to continue the good work the charity already carries out. As OSF grows these young voluntary coaches will become an integral part of the organisation. All part time coaches now come from this system, having being trained over the last 9 years a good crop of young coaches and youth workers are doing jobs. They also relate extremely well to beneficiaries having been former beneficiaries and in similar situations.

OSF has one part time member of staff, no full-time members of staff, however the work for the volunteers and the coach/development worker has grown rapidly and therefore funding for one full time paid post will continue to be sought during the current financial year.

## Section D

## Achievements and performance



## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Overall OSF has organised activities for over 400 children, young people and adults this year, a fraction of the people with have previously engaged with. But these young people have been the most marginalised and most in need young people. During this time we have awarded the following awards and qualifications:

59 Welsh FA Level 1 Coaching Badges – once participants have gained this qualification our aim is for them then to assist the main coaches to progress to leading the sessions themselves.

122 ASDAN sports and fitness short courses.

>233 Sports Leader Awards – the majority of OSF sessions now include the achievement of a Sports Leader Award, this is so that the participants can gain valuable skills such as team work, organisation and communication.

One of OSF's major achievements is that we have now placed 34 of our beneficiaries into part time employment with the charity. Having identified their skills, we put them through training course and DBS check them. They now form an integral part of OSF's team.

OSF's has created sustainable online activities for young people/sessions for over 1000 participants which are inclusive, beneficial, enjoyable and in line with the aims and objectives.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

OSF applies for funding to run projects and the money granted is used solely for that project. OSF has stopped taking donations from the public. The charity possesses around £30,000 in reserves. This is around a third of the annual expenditure of the charity. We are hoping to extend this to 50% of the charities yearly expenditure.

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

OSF's principle funds come from grants awarded by organisations such as Sport England, Awards for All, Harris Charity, Skelton Bounty Charity, Peoples Postcode Trust, Brian Mercer and the Holiday Club run by OSF. Other sources of funding come from grants awarded by smaller charitable trusts and organisations.

The work OSF carried out during school holidays and on evenings also earned money so that further charitable projects can take place. Unfortunately this year we have been unable to this and other commissioned work due to the pandemic.

The work OSF does in partnership with Housing Associations and Councils is often fully funded by those organisations themselves.

Within the disadvantaged areas OSF hires venues where the sporting and leisure activity can take place. Other expenditure has included the equipment needed to run the projects, uniforms for coaches and wages for sessional staff/coaches.

**Section F****Other optional information****Section G****Declaration**

**The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees**

<b>Signature(s)</b>	S Banks	F Kilbane
<b>Full name(s)</b>	Shirley Banks	Farrell Kilbane
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer / Secretary	Trustee
<b>Date</b>	12/01/2023	

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/ members of**

Opportunity Sports Foundation

**On accounts for the year ended**

March 2022

**Charity no (if any)**

1142543

**Set out on pages**

10-13

(remember to include the page numbers of additional sheets)

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- ☐ examine the accounts under section 145 of the Charities Act,
- ☐ to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- ☐ to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's  
statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - ☐ to keep accounting records in accordance with section 130 of the Charities Act; and
  - ☐ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** M Faulkner

**Date:** 12/01/2023

**Name:** Mike Faulker

**Relevant  
professional  
qualification(s) or  
body (if any):**

ATT

**Address:** 35 Brookdale, New Longton, Preston, PR4 4XL

**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**

As in previous years all receipts are kept in good order, the invoicing system is correct and no discrepancies found.



Charity Name Opportunity Sports Foundation	No (if any) 1142543	CC16a
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# Receipts and payments accounts

<b>For the period from</b>	Period start date 01/04/2021	<b>To</b>	Period end date 31/03/2022
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## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grants/Donations	78,022	-	-	78,022	83,071
Coaching Income	18,647	-	-	18,647	3,800
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	96,669	-	-	96,669	86,871
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	96,669	-	-	96,669	86,871

<b>A3 Payments</b>					
Equipment	11,950	-	-	11,950	12,200
Kit	3,500	-	-	3500	3,252
Trophies/Medals	650	-	-	650	-
Coaching/Travelling Costs	29,750	-	-	29,750	-
Venue Hire	20,614	-	-	20,614	33,870
Administration	635	-	-	635	525
Insurance	684	-	-	684	653
Salary Costs	13,069	-	-	13,069	13,178
Professional Fees	1,410	-	-	1,410	3,507

<b>Sub total</b>	82,262	-	-	81,962	78,592
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	82,262	-	-	82,262	78,592
<b>Net of receipts/ (payments)</b>	14,407	-	-	14,407	8,782
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	18,501	-	-	18,501	17,998
<b>Cash funds this year end</b>	32,908	-	-	32,908	26,780

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestrict ed funds to nearest £	Restrict ed funds to nearest £	Endowme nt funds to nearest £
<b>B1 Cash funds</b>	Cash in Bank	30,335	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	32,908	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestrict ed funds to nearest £</b>	<b>Restrict ed funds to nearest £</b>	<b>Endowme nt funds to nearest £</b>
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	<b>Details</b>			
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>			
	Car	Restricted		4,922
	Computer	Unrestricted	-	-
	Equipment	Unrestricted	-	6,388
			-	-
			-	-
			-	-
			-	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	<b>Details</b>			
			-	
			-	
			-	
			-	

Signed by one trustee on behalf of all the trustees

Signature

Print Name

Date of approval

S Banks

Shirley Banks (treasurer)

12/01/2023



F Kilbane	Farrell Kilbane	12/01/2023
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